

AGENDA

COUNCIL AGENDA

SOUTHWEST MIDDLESEX COUNCIL AGENDA

The Municipal Council of the Municipality of Southwest Middlesex will meet in Regular Session in the Council Chamber on May 8, 2019 at 1:30 p.m.

COUNCIL PRESENT:

Mayor Allan Mayhew (Chair presiding), Deputy Mayor Marigay Wilkins, Councillors Doug Bartlett, Ian Carruthers, Christa Cowell, Mark McGill, Mike Sholdice and Martin Vink

REGRETS:

STAFF PRESENT:

CAO/Clerk - Jill Bellchamber-Glazier, Facilities & Recreation Manager – Steve MacDonald, Fire Chief – Bob Hansen, Public Works Manager – Greg Storms, Treasurer – Kristen McGill

ALSO PRESENT:

Members of the public and press

1. CALL TO ORDER

Mayor Mayhew calls the meeting to order at _____ p.m.

2. APPROVAL OF AGENDA

#2019-

Moved by _____

Seconded by _____

THAT the Regular Agenda of Council dated May 8, 2019 be accepted as presented.

3. DISCLOSURE OF PECUNIARY INTEREST

The Municipal Conflict of Interest Act requires any member of Council declaring a pecuniary interest and the general nature thereof, where the interest of a member of Council has not been disclosed by reason of the member's absence from the meeting, to disclose the interest at the first open meeting attended by the member of Council and otherwise comply with the Act.

<u>Name</u>	<u>Item</u>	<u>Nature</u>
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Conflict of Interest Reporting Form

- **Councillor** [03 00 C CONFLICT OF INTEREST REPORTING FORM 2018 Councillor](#)
- **Deputy Mayor** [03 00 DM CONFLICT OF INTEREST REPORTING FORM 2018 Deputy Mayor](#)
- **Mayor** [03 00 M CONFLICT OF INTEREST REPORTING FORM 2018 Mayor](#)

4. DEPUTATIONS AND PETITIONS

- 2:00 p.m. – Sam Smith – OCWA Wastewater Reports

5. MINUTES OF PREVIOUS MEETINGS

1. Southwest Middlesex Council Meeting Minutes – April 24, 2019
[05 01 April 24 Minutes](#)

#2019-

Moved by _____

Seconded by _____

THAT the minutes of the meeting of Council dated April 24, 2019 be adopted as printed.

6. BUSINESS ARISING FROM THE MINUTES

7. VOUCHERS

Vouchers for April 12 to May 1, 2019 to be presented

[07](#)

#2019-

Moved by _____

Seconded by _____

THAT accounts as presented by the Treasurer in the amount of \$279,638.56 be received.

8. ACTION CORRESPONDENCE

None

9. STAFF REPORTS

a. Fire

1. Back Up Generator Purchase

[09 a 01 Back Up Generator](#)

#2019-

Moved by _____

Seconded by _____

THAT Council approve the purchase of a Generac Emergency Generator for the Glencoe Fire Station from JRB Electrical Service.

b. Administration

1. ViBrent Properties subdivision – Melbourne

[09 b 01 ViBrent subdivision agrmt](#)

#2019-

Moved by _____

Seconded by _____

THAT Council approve by by-law a subdivision agreement between the Municipality of Southwest Middlesex and ViBrent Properties Inc.; and

THAT Council authorize the Mayor and CAO-Clerk to sign the subdivision agreement.

2. Draft Hiring Policy

[09 b 02 Draft Hiring Policy](#)

#2019-

Moved by _____

Seconded by _____

THAT staff be directed to develop a by-law which updates the Municipality of Southwest Middlesex's policies required under section 270 of the *Municipal Act, 2001* and include the draft Hiring Policy as a schedule to such a by-law.

3. Building Services Update

[09 b 03 Building Services Update](#)

#2019-

Moved by _____

Seconded by _____

THAT Council approve the extension contract with Lambton County for three days per week for a three-month period; and

THAT Council authorize the Mayor and CAO-Clerk to sign the extension to the agreement with Lambton County for Building Services.

4. Set Fine By-laws

[09 b 04 Set Fine Bylaws](#)

#2019-

Moved by _____

Seconded by _____

THAT the amendments as recommended by the Attorney General's office to By-law No. 2019/030, By-law No. 2019/031, and By-law No. 2019/039 are accepted as presented.

c. Building

d. Finance

e. Facilities and Recreation

1. Arboretum – Details and Considerations

[09 e 01 Arboretum Report](#)

#2019-

Moved by _____

Seconded by _____

THAT Council approves the Tower Ave property as the new location for the arboretum (with exact size and placement on the property to be finalized by council) pending a Phase I Environment Site Assessment which reveals no need for further assessments.

OR

THAT Council approves developing the arboretum at the Simpson Street park, within the 1.35 acre portion.

2. "Play it Forward" Funding

[09 e 02 PlayItFwd](#)

#2019-

Moved by _____

Seconded by _____

THAT Council approves entering into a contract by by-law for the “Play it Forward” program, sponsored by Middlesex County for 2019/2020, subject to Middlesex County funding.

3. Glencoe Skating Club Request

[09 e 03 Glencoe Skate Request](#)

#2019-

Moved by _____

Seconded by _____

THAT Council approves revising the Fees and Services By-Law No. 2018/055 (Schedule “F” 8.4) regarding non-prime ice (“off time”), extending the discounted rate of \$75.00 per hour (including HST) until 5:00pm on weekdays, thus accommodating the request of the Glencoe Skating Club and council hereby direct staff to amend Schedule “F” section 8.4 of By-law No. 2018/055.

4. Oakland Cemetery Request

[09 e 04 Oakland Cemetery Request](#)

#2019-

Moved by _____

Seconded by _____

THAT Council accepts the request from the Oakland Cemetery Board for SWM to pay \$562.50 for their portable toilet this year.

OR

THAT Council denies the request from the Oakland Cemetery Board for SWM to pay for their portable toilet.

f. Public Works

1. Petition for Drainage Works – Lot 20, Concession 3

[09 f 01 Drain Petition Con3 Lot 20](#)

#2019-

Moved by _____

Seconded by _____

THAT council decides not to proceed with the engineer’s report on the Section 4 petition for Lot 20, Concession 3 and that the original petitioner be notified and charged for costs to date.

2. Petition for Drainage Works – Range 2 South, Lot 5

#2019-

Moved by _____

Seconded by _____

THAT council decides not to proceed with the engineer's report on the Section 4 petition for Lot 5, Range 2 South and that the original petitioner be notified and charged for costs to date.

3. Preparation of Financial Plan, Renewal of Provincial Water License

[09 f 03 OCWA License](#)

#2019-

Moved by _____

Seconded by _____

That Council approves the creation of the Water System Financial Plan as supplied by OCWA in the amount of \$9,595.00;

AND that the Water Reserve Account be used to cover this cost.

4. 2018 Annual Reports:

- Glencoe Wastewater Treatment Plant
[09 f 04 5877 Glencoe Lagoon Annual Report 2018](#)
- Wardsville Waste Water Treatment Plant
[09 f 04 6640 Wardsville WWTP Annual Report 2018](#)

#2019-

Moved by _____

Seconded by _____

THAT the 2018 Annual Reports for the Glencoe Wastewater Treatment Plant and the Wardsville Waste Water Treatment Plant and Collection System are received and it is acknowledged that all reports have been submitted to the MOECC as required.

10. REPORTS OF COMMITTEES

None

11. UNFINISHED BUSINESS

None

12. INFORMATION CORRESPONDENCE

1. Glencoe & District Historical Society Open House Invitation

[12 01 Historical Society Invite](#)

2. CN Rail Community Notice – Annual Vegetation Management Program

[12 02 CN Notice_ON](#)

3. 2018 MPAC Annual Report

[12 03 2018 AnnualReport Letter](#)

<https://www.mpac.ca/sites/default/files/imce/pdf/AnnualReport2018.pdf>

4. Ignoring Current Needs? – article provided by Councillor Cowell

[12 04 Christa Cowell article](#)

#2019-

Moved by _____

Seconded by _____

That the information correspondence items are received and filed.

13. COUNCILLORS COMMENTS AND ENQUIRIES

- Councillors Comments/Councillor and Staff Conference & Seminar Reports

14. NOTICE OF FUTURE MEETINGS (subject to change)

- May 22, 2019 – Council – 7:00 p.m.
- May 29, 2019 – Planning/Council – 7:00 p.m.
- June 5, 2019 – Council – 1:30 p.m.
- June 19, 2019 – Council – 7:00 p.m.
- June 26, 2019 – Planning/Council – 7:00 p.m.

15. CLOSED SESSION (Committee of the Whole)

#2019-

Moved by _____

Seconded by _____

THAT Council go into closed session, at _____ p.m., as per subsection 239(2) of the Municipal Act, 2011, to consider the following:

- a. Personal matters about an identifiable individual, including municipal or local board employees;
- b. Labour relations or employee negotiations;

Specifically, the matter relates to the following:

Staffing Update

#2019-

Moved by _____

Seconded by _____

THAT Council return to open session at _____ p.m.

Rise and Report

Confirmation of action from Closed Session

THAT a closed session meeting was held and only closed session items identified were discussed in closed session; and THAT

- a. There is nothing further to report
- b. Outline direction provided

16. BY-LAWS

1. By-law No. 2019/

16 01 Play It Fwd Program

Being a by-law to authorize the Mayor and the CAO/Clerk to enter into an agreement with the County of Middlesex (Play it Forward Subsidy Program 2019-2020)

2. By-law No. 2019/

16 02 Council Remuneration

Being a by-law to set out the remuneration and expenses for members of council and local boards

3. By-law No. 2019/

16 03 Paardekooper Land Rent Agreement

Being a by-law to authorize the Mayor and the Clerk to enter into an agreement with John Paardekooper for the lease of agricultural lands owned by the municipality

4. By-law No. 2019/034 – 3rd Reading Only

16 04 Miller Drain 3rd Reading

Being a by-law to provide for drainage works in the Municipality of Southwest Middlesex, in the County of Middlesex, being the Miller Municipal Drain

5. By-law No. 2019/

16 05 Confirming

Being a by-law to confirm the proceedings of the council of the Municipality of Southwest Middlesex (May 8, 2019)

#2019-

Moved by _____

Seconded by _____

That By-law No. 2019/ to By-law No. 2019/ be given first and second readings.

#2019-

Moved by _____

Seconded by _____

That By-law No. 2019/034 and By-law No. 2019/ to By-law No. 2019/ be given third and final readings.

17. ADJOURNMENT

The Mayor adjourned the meeting at ____p.m.